



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: WWW.DPR.DELAWARE.GOV

<b>PUBLIC MEETING NOTICE:</b>	<b>REAL ESTATE EDUCATION COMMITTEE</b>
<b>MEETING DATE AND TIME:</b>	<b>Thursday, March 1, 2012 at 9:30 a.m.</b>
<b>PLACE:</b>	<b>Division of Professional Regulation</b> 861 Silver Lake Boulevard, Cannon Building <b>Second Floor Conference Room A</b> Dover, Delaware

AMENDED AGENDA  
(Amended items are denoted with an asterisk)

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
  - 2.1 Meeting Minutes – February 2, 2012
- 3.0 Unfinished Business
- 4.0 New Business
  - 4.1 Update from the Commission – Mr. Doyle
  - 4.2 Review of Letters of Intent and Course Evaluations
  - 4.3 Review of Course Provider Applications
    - 4.3.1 Course Provider: Long & Foster Institute of Real Estate

4.3.1.1	Course Title:	Case Law Update
	Credit Hours:	3.0
4.3.1.2	Course Title:	DE Uniform CIO Act & Unit Property Act
	Credit Hours:	3.0
4.3.1.3	Course Title:	DE Landlord – Tenant Code
	Credit Hours:	3.0
    - 4.3.2 Course Provider: Kent County Association of REALTORS

4.3.2.1 Course Title: Professionalism in Real Estate Practice  
Credit Hours: 3.0

4.3.4 Course Provider: Ocean Atlantic Sotheby's

4.3.4.1 Course Title: Stucco  
Credit Hours: 3.0

4.3.5 Course Provider: Career WebSchool, a dba of Cengage Learning

4.3.5.1 Course Title: Ethics in Real Estate  
Credit Hours: 3.0

4.3.5.2 Course Title: ADA and Fair Housing  
Credit Hours: 3.0

4.3.5.3 Course Title: Tax Free Exchanges  
Credit Hours: 3.0

4.3.5.4 Course Title: Tax Advantages of Home Ownership  
Credit Hours: 6.0

4.3.5.5 Course Title: Basic Real Estate Finance  
Credit Hours: 6.0

4.3.5.6 Course Title: Methods of Residential Finance  
Credit Hours: 6.0

4.3.5.7 Course Title: Pricing Property to Sell  
Credit Hours: 6.0

\*4.3.6 Course Provider: Keller Williams Realty

4.3.6.1 Course Title: Salesperson Core Course  
Credit Hours: 3.0

4.3.6.2 Course Title: Broker's Core Course  
Credit Hours: 6.0

\*4.3.7 Course Provider: New Castle County Board of REALTORS

4.3.7.1 Course Title: Realtor Training Class (First Time Homebuyers)  
Credit Hours: 3.0

4.3.7.2 Course Title: Navigating 2012  
Credit Hours: 3.0

4.3.7.3 Course Title: Real Estate Contracts  
Credit Hours: 3.0

\*4.3.8 Course Provider: Central Delaware Real Estate Academy

4.3.8.1 Course Title: Legislative Update  
Credit Hours: 3.0

\*4.3.9 Course Provider: Donald Conant

4.3.9.1 Course Title: Real Estate Business Planning and Marketing  
Credit Hours: 3.0

#### 4.4 Review of Instructor Applications

##### 4.4.1 Brandon Brittingham

Continuing Education: Professional Enhancement: Mastering the Art of Short Sale – Basic; Mastering the Art of Short Sale – Advanced

##### 4.4.2 Robert Fleck

Continuing Education: Professional Enhancement: Contract Law from the Top Down; Basics of Green Building for Real Estate

##### 4.4.3 Judith Cook

Continuing Education: Salesperson Core Course(s); Broker Core Course(s); Professional Enhancement: Ethics; Finance; Agreement of Sale; Short Sale Practices; Fair Housing

Pre-Licensing Course: Orientation; Real Estate Sales

Broker's Course: Brokerage (Sales Management); Financing; Ethics; Real Estate Investment

##### 4.4.4 James Waggoner

Continuing Education: Legislative Update; Salesperson Core Course(s); Broker Core Course (s); Delaware Real Estate Commission Property Management Course(s); Professional Enhancement: NAR Ethics; Fair Housing Law; Rental Agents Road to Success I; Rental Agents Road to Success II; Real Property: Long Term/Short Term Rentals; Short Sales: An Overview; GRI 101; GRI 201; GRI 301; GRI 401; GRI 501; GRI 601; Anti-Trust Law; Ethics; Modules 1-7; Risk Reduction; Law: Statutes & Contracts

Pre-Licensing Course: Orientation; Real Estate Sales; Real Estate Mathematics

Broker's Course: Brokerage (Sales Management); Real Estate Documents; Valuing Real Property; Financing; Ethics; Real Estate Investment; Mathematics

##### 4.4.5 Roger Truemper

Continuing Education: Legislative Update; Professional Enhancement: Real Estate Closings; Smooth Settlement; Real Estate Contracts; Statewide Agreement; Title Law & Curing Title Defects; DE Common Interest Ownership Act; Landlord – Tenant Law; Leases; Condo Law; Real Estate Law; Legislation; RE Tax Implications; Case Law Update

Pre-Licensing Course: Real Estate Law

##### 4.4.6 Edward Tarlov

Continuing Education: Legislative Update; Professional Enhancement: How to Have a Smooth Settlement; Laws, Statutes & Contracts; Tax Implications for Buyers/Sellers of Real Property; DE Statewide Agreement of Sale; Legislative Update; DE Case Law Update; Landlord/Tenant Code; DUCIOA

Pre-Licensing Course: Real Estate Law

Broker's Course: Real Estate Documents; Legal & Governmental Aspects of Real Estate

##### \*4.4.7 William Horan

Continuing Education: Professional Enhancement: 1031 Exchanges

\*4.4.8 Jeanne LaMere, PhD

Continuing Education: Professional Enhancement: Methods of Residential Finance; Basic Real Estate Finance; Pricing Property to Sell; Tax Advantages of Home Ownership; Tax Free Exchanges; ADA & Fair Housing; Ethics in Real Estate; Cost Approach Overview; Sales Comparison Approach; Income Capitalization Overview; RESPA; Green Home Features; Green Home Construction

\*4.4.9 Roberta Jones

Continuing Education: Professional Enhancement: Short Sales; Government Loans; Working with Bank Owned Properties; Foreclosures; Credit Enhancement

Pre-Licensing Course: Orientation; Real Estate Sales; Real Estate Mathematics

Broker's Course: Financing, Real Estate Investment; Mathematics

\*4.4.10 Nancy Law

Continuing Education: Legislative Update; Salesperson Course(s); Professional Enhancement: DUCOIA; New Agency Law (The Why's How's & Wherefores); Differences Between DE & PA Real Estate Transactions; Disclosures; Don't Let Your Sale Fall Apart; Ethics; Hot Topic in Real Estate; Practical Tips for Listing Agents; Quirks in Real Estate (Practical Resolutions to Problems) Risk Management; Short Sales & Foreclosures; Understanding the Agreement of Sale; Navigating 2012

Pre-Licensing Course: Real Estate Law

\*4.4.11 Barbara Brodoway

Continuing Education: Legislative Update; Salesperson Course(s); Professional Enhancement: DUCOIA; New Agency Law (The Why's How's & Wherefores); Differences Between DE & PA Real Estate Transactions; Disclosures; Don't Let Your Sale Fall Apart; Ethics; Hot Topic in Real Estate; Practical Tips for Listing Agents; Quirks in Real Estate (Practical Resolutions to Problems) Risk Management; Short Sales & Foreclosures; Understanding the Agreement of Sale; Navigating 2012

Pre-Licensing Course: Real Estate Law

\*4.4.12 William Ward

Continuing Education: Legislative Update; Salesperson Course(s); Professional Enhancement: DUCOIA; New Agency Law (The Why's How's & Wherefores); Differences Between DE & PA Real Estate Transactions; Disclosures; Don't Let Your Sale Fall Apart; Ethics; Hot Topic in Real Estate; Practical Tips for Listing Agents; Quirks in Real Estate (Practical Resolutions to Problems) Risk Management; Short Sales & Foreclosures; Understanding the Agreement of Sale; Navigating 2012

Pre-Licensing Course: Real Estate Law

4.5 Review Student Requests for Approval of Educational Activity

4.5.1 Student Name: Joseph Wells

Course Title: The Evolution of Finance and the Mortgage Market

Course Provider: McKissock

Credit Hours: 4.0

- 4.5.2 Student Name: Helen Keech  
Course Title: Appraising 2-4 Family & Multi-Homes Properties  
Course Provider: Polley Associates  
Credit Hours: 7.0
- 4.5.3 Student Name: Helen Keech  
Course Title: Foreclosures & Short Sales Dilemmas  
Course Provider: Polley Associates  
Credit Hours: 7.0
- 4.5.4 Student Name: Helen Keech  
Course Title: Construction – A Changing Landscape  
Course Provider: Polley Associates  
Credit Hours: 7.0
- 4.5.5 Student Name: Lynn Moore  
Course Title: Current Appraisal Issues  
Course Provider: Loomis Appraisal School  
Credit Hours: 4.0
- 4.5.6 Student Name: Lynn Moore  
Course Title: Delaware Law, Rules & Regulations  
Course Provider: Loomis Appraisal School  
Credit Hours: 3.0
- 4.5.7 Student Name: Lynn Moore  
Course Title: 7 Hour National USPAP Update  
Course Provider: Loomis Appraisal School  
Credit Hours: 7.0
- 4.5.8 Student Name: Lynn Moore  
Course Title: Private Appraisal Assignments  
Course Provider: McKissock  
Credit Hours: 7.0
- 4.5.9 Student Name: Lynn Moore  
Course Title: Land & Site Valuation  
Course Provider: McKissock  
Credit Hours: 7.0
- 4.5.10 Student Name: Beverly Kammermeier  
Course Title: Ethics, Illegal Flipping, Predatory Lending  
Course Provider: Ed Smith School  
Credit Hours: 3.0
- 4.5.11 Student Name: Beverly Kammermeier  
Course Title: Creative Financing Home Purchases  
Course Provider: Ed Smith School  
Credit Hours: 3.0
- 4.5.12 Student Name: Arthur Putzel  
Course Title: MACPA Advanced Tax Institute – Real Estate & Partnerships  
Course Provider: MSBA

Credit Hours: 6.0

4.5.13 Student Name: Marsha Cooper  
Course Title: Short Sale Seminars  
Course Provider: Coastal Association of Realtors  
Credit Hours: 3.0

4.6 Review Resume from Al Hause to Fill Kent County Public Member Vacancy

\*4.7 Discussion Regarding ARELLO Approved Instructors

5.0 Correspondence

6.0 Other Business before the Committee (for discussion only)

7.0 Public Comment

8.0 Next Meeting – April 5, 2012

9.0 Adjournment

**Please Take Note:** To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

**MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us) IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.**